

# Federal Advisory Committee (FAC) Membership Balance Plan

Please read the Federal Advisory Committee Membership Balance Plan Guidance prior to completing this form

<b>U.S. DEPARTMENT OF THE INTERIOR</b>
<b>(1) FEDERAL ADVISORY COMMITTEE NAME</b> <i>State the legal name of the FAC</i>
National Park System Advisory Board
<b>(2) AUTHORITY</b> <i>Identify the authority for establishing the FAC</i>
The Board was established by section 3 of the Act of August 21, 1935 (49 Stat. 667; 6 U.S.C. 463), as amended. Establishment is in accordance with the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C., App. 2. Pursuant to Public Law 111-8, the legislative authorization for the Board expired on January 1, 2010. However, due to the importance of the issues on which the Board advises, the Secretary of the Interior by authority under Section 3 of Public Law 91-383 (16 U.S.C. § 1a-2(c)) re-established and continued the Board, under this charter, as a discretionary committee from January 1, 2010, until such time as it may be legislatively reauthorized, provided that it is renewed every two years in accordance with the provisions of FACA. If the Board is renewed legislatively prior to the expiration of two years from the date of this charter renewal, the Board shall cease to be a discretionary Board and shall revert to a legislative Board, under the terms of this charter.
<b>(3) MISSION/FUNCTION</b> <i>Describe the mission/function of the FAC</i>
The Board provides advice to the Director of the National Park Service and the Secretary on matters relating to the National Park Service, the National Park System, and programs administered by the National Park Service, including the administration of the Historic Sites, Buildings, and Antiquities Act; the designation of national historic landmarks and national natural landmarks; and the national historic significance of proposed national historic trails. The Board may advise on matters submitted to the Board by the Director.
<b>(4) POINTS OF VIEW</b> <i>Based on understanding the purpose of the FAC,</i> <i>(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;</i> <i>(b) consider identifying an anticipated relative distribution of candidates across the categories; and</i> <i>(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members</i>
Members of the Board shall be appointed on a staggered term basis by the Secretary for a term not to exceed 4 years and shall serve at the pleasure of the Secretary.  The Board shall be comprised of no more than 12 persons, appointed from among citizens of the United States having a demonstrated commitment to the mission of the National Park Service. Board members shall be selected to represent various geographic regions, including each of the administrative regions of the National Park Service. At least 6 of the members shall have outstanding expertise in one or more of the following fields: history, archeology, anthropology, historical or landscape architecture, biology, ecology, marine sciences, or social science. At least four of the members shall have outstanding expertise and prior experience in the management of national or State parks or protected areas, or natural or cultural resources management. The remaining members shall have outstanding expertise in one or more of the areas described above or in another professional or scientific discipline, such as financial management, recreation use

management, land use planning or business management important to the mission of the National Park Service. At least one individual shall be a locally elected official from an area adjacent to a park.

Any vacancy on the Board shall not affect its powers, but shall be filled in the same manner in which the original appointment was made. The Board may adopt such rules as may be necessary to establish its procedures and to govern the manner of its operations, organizations, and personnel.

Members serve as Representatives or as Special Government Employees (SGEs). Members appointed as SGEs are required to file on an annual basis a Confidential Financial Disclosure Report.

#### **(5) OTHER BALANCE FACTORS**

*List any other factors your agency identifies as important in achieving a balanced FAC*

None.

#### **(6) CANDIDATE IDENTIFICATION PROCESS**

*Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:*

- (a) describe the process*
- (b) identify the agency key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by the agency; and*
- (d) state the membership term limit of FAC members, if applicable*

**Committee members are selected in accordance with the guidelines described when the Board was statutorily authorized.**

#### **(7) SUBCOMMITTEE BALANCE**

*Subcommittees subject to FACA\* should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

*\*This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

**Subcommittees are not subject to FACA because they are not providing advice directly to a Federal Officer of the Department of the Interior. All advice or work products go directly to the parent Committee for review, consideration and deliberation at a FAC meeting before being submitted to the Department of the Interior through the DFO.**

#### **(8) OTHER**

*Provide any additional information that supports the balance of the FAC*

None.

#### **(9) DATE PREPARED/UPDATED**

*Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated*

**December 5, 2011.**